



## NORTH CAROLINA NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



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| <b>POSITION AND DUTY MOS:</b><br>Officer Strength Manager,<br>01A (Branch Immaterial) | <b>RANK/GRADE:</b><br>CPT/O3<br>(Minimum 2LT) | <input type="checkbox"/> <b>NATIONWIDE</b><br><input checked="" type="checkbox"/> <b>STATEWIDE</b> | <b>ANNOUNCEMENT #:</b><br>AGR-FTM 2012-25 |
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**UNIT, LOCATION, POC:**

Rec &amp; Ret Battalion, Raleigh, NC

POC: CPT Joseph Ljubicic (919) 664-6503

[joseph.ljubicic@us.army.mil](mailto:joseph.ljubicic@us.army.mil)**OPENS:**

11 May 2012

**CLOSES:**

25 May 2012

**POSITION DESCRIPTION:** Coordinates with the MILPO, Officer Personnel Managers, and Commanders to develop officer procurement, retention, and attrition priorities. Develops annual officer procurement and retention plans. Establishes liaison with State ROTC programs. Provides support for recruiting events at State ROTC programs. Promotes the opportunities for officers within the NCARNG whenever and wherever possible. Develops recruiting and retention programs and materials to increase the number of ROTC graduates/candidates that join the ARNG. Facilitates placement of ROTC graduates/candidates that join the ARNG. Facilitates placement of ROTC graduates and SMPS in the ARNG. Responsible for ensuring the application in complete and within guidance provided by DA/NGB. Facilitates officer interstate transfers into and out of State. Works with Commanders to ensure effective sponsorship, mentorship, and retention programs are established and in place. Monitors discharges and transfers of Officers to determine retention trends. Ensures all company grade and warrant officer vacancies are posted on REQUEST. Coordinates with the State Officer Personnel Section and SIDPERS to maintain and provide statistical data on Officer Recruiting, Retention, and Attrition Management. Perform other duties required by mission.

**QUALIFICATION REQUIREMENTS:** Must have experience with Direct Commissioning Application program (DCA) and have completed either the OSM Course or the ARNG AMEDD Recruiting Course. Must meet retention medical/physical standards of Chapter 3, AR 40-501. Must have a SECRET security clearance. Must have sufficient remaining service obligation to complete initial three-year AGR tour. Must be able to complete a 3 year initial tour prior to completing 18 years of Active Federal service or the date of mandatory separation. Must be able to complete all military education requirements as determined by JFHQ-NC/NGB. Must meet other entrance requirements of AR 135-18. Note: Most soldiers previously involuntarily separated from active duty or reserve status are not eligible for entry on AGR duty.

**APPLICATION PROCEDURES:** On-board NCARNG AGR soldiers must submit the following:

1. OTAGNC Form 690-101, AGR Mobility Application (**OCT 02**).
2. Official military photograph in Class A or ASU uniform.
3. Letter of recommendation from your Brigade AO.
4. Last two DA Form 705 (APFT) with DA 5500-R/5501-R if applicable.
5. Last three OER's.
6. Current **signed certified copy** of DA Form 2-1 or ORB.
7. AGR soldiers will not be reassigned during the first 18 months of their initial tour. Exceptions to the 18 month rule require prior approval of NGB-ARM.

NOTE: Packets **received without certification or signatures** will be considered incomplete.

**Please pay special attention to highlighted areas**

**OTHER APPLICANTS:** Submit NGB Form 34-1 (20101105), Application for Active Guard/Reserve Position, to the address at the end of this announcement. **Ensure Position Title and Announcement Numbers are entered in the first blocks below the Privacy Act statement.** Include e-mail address at the top 1<sup>st</sup> page of NGB Form 34-1. If you are deployed, submit a memo stating the followings: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address(es). The following documents **must** be enclosed (photocopies only – do not send originals): **NO BINDERS PLEASE.** Applications received without requested documents, such as, NGB Form 34-1 not signed, or DA Form 2-1 not certified and signed will be considered incomplete.

1. NGB Form 34-1 Application for Active Guard/Reserve (AGR) (Application must be signed.)
2. Official military photograph in Class A or ASU uniform.
3. Certified copy of DA Form 2-1 or ORB must be signed by the applicant.
4. Personnel Qualification Record (PQR) for National Guard applicants only
5. DA Form 705 (Must have successfully completed an APFT within the last 12 months.) (Soldiers who did not meet the height and weight IAW AR 600-9 must attach DA Form 5500-R/5501-R.)
6. Current military physical examination (DD Form 2808 & 2807-1 or PHA within 12 months) to include physical profiles (DA 3349) if applicable.
7. Medical Fitness Standards:
  - a. Soldiers must have a favorable Periodic Health Assessment (PHA) (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR program.
  - b. Must have HIV less than 24 months old at time of application (If it is older than 24 months you are required to have new test results prior to hire date.
  - c. Must have a favorable Drug Screen 30 days prior to initial entry into the AGR program.
  - d. Pregnancy testing for female soldiers will be accomplished 15 days prior to initial entry.
8. DA Form 7349-R, Annual Medical Certificate (current within 30 days Part I only).
9. Last three OERs.
10. Copy of all previous issued DD 214's or NGB 22's.
11. Any statement of Active Service such as:
  - a. NGB 23, NGB 23B RPAS (Retirement Points Accounting Statement) ARNG Applicants
  - b. DA Form 1506

**IMPORTANT! PLEASE READ DISCLAIMER:** You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Incomplete applications will be considered "**Not Qualified**" because of lack of information. The HRO is not responsible for incomplete packets; however, applicants with incomplete packets will be notified by **email only** within 30 days of closing date of announcement. Applications and associated documents will not be returned nor considered for future vacancy announcements. After recommendation is approved by the Adjutant General, the chairperson of the selection board will contact all applicants to notify them of recommendation or non-recommendation. This office will also confirm recommendation and non-recommendation by memorandum. Do not submit original documents. **Emailed applications will not be accepted.** YOU MUST BE AWARE OF THE CONTENT OF THIS INSTRUCTION SHEET TO COMPLETE YOUR APPLICATION PROPERLY.

**MAIL APPLICATIONS TO:** JFHQ-NC-HRO-MD, 4105 Reedy Creek Road, Raleigh, NC 27607-6410. Applications must be received in the HRO Office no later than 1500 hours on the closing date of the announcement.

**NO ACTION will be taken on INCOMPLETE APPLICATIONS.** Applications may not be mailed using government-supplied envelopes or postage. If not selected, only non-selected letters will be sent to applicants. Applications will not be returned.

**THE NORTH CAROLINA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units and MOS's, some positions may have gender restrictions.